CMS DATABASE PROJECT CMS 2007-01
New Inventory Input Routine for Field Deployed Personnel

Project Description

Following a recent pilot program to review and reinventory chemicals in the field it has been realized that a more efficient process of entering new chemical data in the field is needed. This project will employ the use of a wireless laptop with access to the BNL intranet. Future use of a wireless scanner to input new chemical container information will be a possibility but is not within the scope of this project.

Project Definition

1. The project will create an ASP page that will allow new chemical container information to be efficiently entered wirelessly to the Oracle database. A provision must be provided for when the network is down or is not available to temporarily store the chemical container information until a network is available. Once the network is available the data will be updated to Oracle. The data that needs to be captured are:

    a. Data entry date
    b. Life number of the person entering the data
    c. Bar code number
    d. Organization Code
    e. Building number
    f. Room number
    g. Location
    h. User life number
    i. User name
    j. Purchase order number
    k. Chemical name
    l. CAS number
    m. Concentration
    n. Concentration units
    o. Container size
    p. Container units
    q. Container pressure
    r. Container temperature
    s. Mfg catalog number
    t. Static or non-static designation
    u. Number of containers
    v. Container type
    w. Manufacturer
    x. Expiration date
    y. Comments
    z. User name and life number

2. As the data are entered certain fields need to be populated automatically or pull down menus need to be presented.

3. A method needs to be provided so that the entered data can be easily reviewed and corrections made.

4. All data entered must be "cleaned" and validated. Cleaned means that all leading and trailing spaces are removed, extra spaces are removed, and all character cases

are corrected to meet field formats. Validation means that dates are valid dates, life numbers agree with names, organization codes are valid, CAS numbers are valid, etc. and all mandatory fields have been entered.

5. A method needs to be provided to allow duplication of an entered record for identical bar coded chemical containers.

6. The design of the web page is to be designed around Internet Explorer 6. The web page needs to be a secure web page with access given to the CMS team. Users' names and life numbers used in the routine will be based on NTS Authentication. Addition personnel may need to be granted access to the routine on a periodic bases.

7. In designing the page consideration must be given to the efficiency of keyboard and mouse operations. Use mouse movement and click operation when ever possible and limit switching between mouse and keyboard operation.

8. A series of bar codes will be assigned to each field team in the field. This assignment of bar codes will be used in assigning and verifying the entry of bar code numbers. The routine must be able to handle the assignment of multiple bar codes series to multiple field teams.

9. An access routine will be designed to allow entry of chemical records for times when no network is available. When the network becomes available the routine will transmit the data in a batch mode.

10. Documentation which covers NTS security, flow of data, object usage and data storage to be provided.

11. Operating procedures will be developed.

Milestones

Project Start	03/26/2007	
First Test Page Complete	04/13/2007	15 working days
Validate Test Page	04/18/2007	3 working days
Debugging & Testing	05/04/2007	12 working days
Routine Completed	05/04/2007	30 working days
Operating procedures	05/04/2007	
Documentation Completed	06/01/2007	
Project Completion	06/01/2007	60 total working days

Costs

Other than individual department contributing resources no other personnel costs are anticipated nor will there be any negative impacts on daily work loads.

Personnel Resources

ITD – Application Services

Laura Jones will coordinate project for Application Services
Design, develop and implement project
Provide documentation on design of routine

SHSD - CMS Team

Robert Petricek will coordinate project for CMS
Validate test page. Team members to test page and provide feed back
Develop operating procedures
Develop Access routine to capture chemical information when network is not available.

ESH&Q IT Manager

Project to be assigned a high priority in order to support re-inventorying of all chemicals within the EENS, Life Sciences and CMPMS directorates as a precursor for the June baseline survey for hazardous chemicals.

CMS Accepted by: Robert J Petricek Date: 3/23/07

ITD Accepted by: Laura Jones Date: 3/23/07

ESH&Q IT Manager: Mary O'Brien Date: 3/23/07

IH Group Manager: [signature] Date: 3/23/07